



MINUTES
Rate Structure Work Group Meeting
Friday November 18, 2022 / 10:00AM - 12:00PM
Held via: Zoom Webinar

Attendance: Laurie Vachon, BDS Facilitator; Jen Doig, BDS Facilitator; Christy Roy, BDS Facilitator; Abby Conger, BDS; Drew Smith, A&M; Krista Stephani, MSLC; Lesley Beerends, MSLC; Jacquelyn George, MSLC; Kim Shottes, ED Plus Company; Martin McNamara, Optumas; Will Walker, Family Member; Ellen McCahon, ED CSNI; Matthew Cordaro, ED One Sky Services; Shelley Kelleher, CFO Lakes Region Community Services; Sudip Adhikari, Gateways; Kara Nickulas, CMCC; Alecia Ortiz, A&M; Stacey Rosenzweig, A&M; Susan Silsby, Easter Seals

Please reference the corresponding slide presentation for the detailed agenda, including topics and themes covered in the meeting and corresponding takeaways and applicable action items.

Topic	Key Takeaways & Action Items
Rate Work Group Member Update	<ul style="list-style-type: none"> • Will Walker, a family member of an individual receiving participant-directed and managed services (PDMS), is joining the Rate Work Group. He received a welcome from the Department and Myers and Stauffer. • The Department did not have any updates for the Work Group, but did encourage any attendees who have not yet submitted a cost report, or who knows of a provider vendor who did not submit a cost report, to reach out to Myers and Stauffer for assistance. <ul style="list-style-type: none"> ○ The more cost report data received by Myers and Stauffer, the more informed new service rates will be.
Cost Report Updates	<ul style="list-style-type: none"> • Myers and Stauffer thanked all Area Agencies (AAs) and provider vendors for their time and dedication to this process. In total, they received a total of 29 cost reports from AAs and provider vendors with information pertaining to services, and received information from all 10 AAs for the Designated Area Agency Delivery Systems (DAADS) rate. <ul style="list-style-type: none"> ○ There are approximately 72 organizations which could have submitted cost report data. ○ It was reiterated that Myers and Stauffer is available to assist AAs and provider vendors who are struggling to complete the cost report or have questions.

	<ul style="list-style-type: none"> • Cost report data submitted to Myers and Stauffer represents information for all services in which they are setting a rate. There is more than one provider who submitted cost report information for each service in which Myers and Stauffer is setting a rate. <ul style="list-style-type: none"> ○ The Work Group was reminded that not all waiver services will have a new rate set by Myers and Stauffer. Services like environmental modifications will continue to be reimbursed as they are today. • Myers and Stauffer is reviewing and validating cost report information related to services. They expect to complete this process in mid-January and may follow-up with specific providers should they have questions. • Myers and Stauffer and the Department are also working with the AAs on the DAADS rate.
<p>Update on SIS-A Sample</p>	<ul style="list-style-type: none"> • The SIS sample will be used to help get an idea of the intensity of needs of individuals served on New Hampshire's waiver programs, and how those needs are distributed throughout the State and services. • The SIS sample may inform service levels, but no decisions have been made by the Department on what services may have recommended levels. <ul style="list-style-type: none"> ○ A decision on service levels will be made by the Department once data is analyzed by the Myers and Stauffer and Optumas teams. • The target sample size was 400 assessments which were proportionally selected from each AA. • The last remaining SIS assessments are being completed the week of November 14. • SIS sampling followed a standard process, and the Department has received positive feedback from participants about their experience. • Question: We have been told that the SIS would inform service levels. Why is the SIS being discussed? <ul style="list-style-type: none"> ○ Myers and Stauffer Response: We are reviewing the SIS data as a way to cover our bases. We want to see what the data says, and it is important to remember that not all services will have levels (as in the example of environmental modifications). There may just be a cap on certain services. • Question: How did you determine that you had a right mix of complexity in the sample that would inform service levels? <ul style="list-style-type: none"> ○ Myers and Stauffer Response: We used a random sampling approach, but we did check to see if there was representation from a variety of service levels, based on historical service use. • Question: I was told once the sample was done and data gathered, that you would look to see how different parts of the SIS played out in terms of costs and budgets. Where is the group with this and how is the data coming along? Will only portions of the SIS be

	<p>used? I have a concern about the information used to determine budgets.</p> <ul style="list-style-type: none"> ○ Myers and Stauffer Response: We have not yet completed these analyses, but what we typically see is that the activities of daily living and instrumental activities of daily living, are really the most helpful predictors of resource use. As much as possible, we will bring in other factors that are less common drivers of resource use, but at this point no decisions have been made as to how much outside information will be considered.
General Questions	<ul style="list-style-type: none"> • Question: Is the number of cost reports you received statistically valid? <ul style="list-style-type: none"> ○ Myers and Stauffer Response: Though more cost report data is always helpful, the information we received is sufficient for our purposes. • Question: What formal measures is the Department taking to get additional cost report information? As a community member, the number of cost reports received doesn't seem like a very good response, and direct support professional (DSP) participation seems low in other Department Work Groups. <ul style="list-style-type: none"> ○ Myers and Stauffer Response: Before the November 1 deadline for cost report information, the Department provided opportunities for providers to ask questions and we conducted additional question and answer forums. We also worked with the AAs to attend any provider vendor meetings they held. Prior to the deadline, there was a lot of outreach that was done to encourage providers to submit information. Since then, we have been working with the Department, on additional provider enrollment and cost report outreach. We believe there will be additional providers who will submit information. <ul style="list-style-type: none"> ▪ This response generated additional comments from Work Group Members. One Member said it would be critical to conduct more formal outreach because first and foremost, providers are business who will need to be financially sound. Another Member suggested sending out formal extension letters to providers. Myers and Stauffer committed to taking this feedback back to the Department for further discussion. • Question: How was an individual invited to this Work Group this far into the process? I knew of a family who expressed interest in joining, but they were originally told no. <ul style="list-style-type: none"> ○ Department Response: We will reach out to further discuss this question outside of this Work Group. • Question: Do I have access to the list of proposed services for which you are setting a rate? <ul style="list-style-type: none"> ○ Myers and Stauffer response: We will provide you a list of services.

	<ul style="list-style-type: none"> • Question: Have we received any emails in the Department's Rate Work Group email box? I want to be sure that this is regularly being checked so people have their questions answered. <ul style="list-style-type: none"> ◦ Department Response: We will look in to this.
Next Steps	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Myers and Stauffer will continue validating cost report information. • The SIS data will be analyzed to determine next steps. • Myers and Stauffer plans on revisiting the DSP wage discussions in the coming months. • For the AAs, Myers and Stauffer is finalizing staffing worksheets discussed on November 17, and this will be sent to everyone today. <ul style="list-style-type: none"> ◦ Please notify Myers and Stauffer if you notice functionality issues with the staffing worksheet. ◦ A Work Group Member commented that ensuring the staffing data is accurate is important, and that the same approach used for DAADS should be used for the service rates too.